

RESIDENTIAL ACCESSORY BUILDINGS

Permit requirements: A building permit is required when the detached building is over 120 square feet. All residential detached buildings, regardless of size or permit requirements, are required to be located per the zoning guidelines and constructed per the Building Code.

Zoning regulations: Planning Dept. Phone 309-5715 Fax 309-5713

- A detached building may be constructed within three feet of the side property lines and five feet off the rear property lines unless a utility or drainage easement exists. Buildings may not be constructed in drainage or utility easements (including overhangs).
- A distance of three feet must be maintained between any portion (including overhangs) of the accessory structure and the primary structure.
- Only two detached accessory buildings may be constructed on each residential lot. The area of all structures on the lot may not exceed 35% of the lot area (30% in the "R" zoning district). Only one of the allowed buildings can be used as a garage and only one of the buildings can be used as a storage building. One building can not be larger than 770 square feet and the smaller one cannot be larger than 360 square feet, as long as the lot coverage limits are not exceeded.
- All detached garages must be compatible in design, appearances and materials with the primary structure. Please consult with a Planning Department representative in the design phase of your project.

Applying for a permit

- Complete a site plan. Refer to the sample site plan attachment. Under certain circumstances, a survey might also be required.
- Fill out the applicable information on the "Residential Detached Buildings" form or submit detailed, scaled plans. A structural engineer must design post frame buildings.
- Present all completed plans to the Building Services Department, 300 West Ash, Room 201.
- Upon completion of the review, you will be notified by phone to secure your permit.

Design considerations:

- A floating slab foundation with thickened edges is permitted up to 400 square feet and one story. Pre-built wood structures must be anchored to the ground with appropriate ties.
- Continuous frost footings minimum 12" in diameter and 30" below finished grade are required for detached buildings over 400 square feet and any attached garage.

Inspections required:

- Footings—after all excavation is complete and forms and reinforcing steel are set and before concrete is poured.
- Rough electrical, mechanical, and plumbing (when applicable) and rough framing.
- Final inspection—after all work is completed and prior to use.